



FEDERAL ELECTION COMMISSION
999 E Street, NW
Washington, DC 20463

November 22, 2000

VIA FAX (405) 879-1156 & FIRST CLASS MAIL

Southwest Mail Services
916 NW 61st Street
Oklahoma City, OK 73118

RE: MUR 4818


Dear Sir or Madame:

The Federal Election Commission ("Commission") has the statutory duty of enforcing the Federal Election Campaign Act of 1971, as amended. It has come to our attention that Southwest Mail Services may have information that will assist the Commission in a confidential investigation it is conducting. Specifically, Southwest Mail Services reportedly provided services/materials to Walter ("Walt") Roberts and/or his 1998 congressional campaign. Accordingly, the Office of General Counsel requests that you voluntarily submit all documents related to any services/materials you provided to Walt Roberts from 1998 to the present. The requested documents include but are not limited to memoranda, contracts, agreements, checks, invoices, purchase orders, notes, correspondence, (including documents stored or generated on computer, e.g. e-mail).

The Commission does not consider you a respondent in this matter, but rather a witness only. Because this information is being sought as part of an investigation being conducted by the Commission, the confidentiality provision of 2 U.S.C. § 437g(a)(12)(A) applies. That section prohibits making public any investigation conducted by the Commission without the express written consent of the person with respect to whom the investigation is made. You are advised that no such consent has been given in this case.

Upon receipt of this letter, please call me or Margaret Toalson, the other attorney handling this case, at (800) 424-9530 or (202) 694-1650.

Sincerely,


Xavier K. McDonnell
Attorney